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Business Rates

Application for Rate Relief

Account Number	
Property Reference	

Name of organisation	
Address of property you are applying for rate relief for	
Are you a registered charity or Community Amateur Sports Club ? (if yes, please provide a copy of your registration document)	Yes/No
What are the main objects/purposes of your organisation? (if possible, please provide a copy of your constitution or rules)	
Is your organisation established or conducted for profit?	Yes/No
Is the property occupied by the 'trading arm' of the charity? If so, what is the name of the 'trading arm'?	Yes/No Name:
What is this property mainly used for?	
Is the property used for any other purposes? Please give details.	
Is the property used for the sale of goods? If so, are the goods donated, and what are the proceeds of sale used for? Please give details.	

Details of person completing this form

Name

Position in organisation

Telephone Number

Email address

Postal address

Declaration

I declare that the information I have given is true and accurate to the best of my knowledge and belief.

Full Name (block letters)

Signed Date



When completed, please return to:

Financial Services
Tonbridge & Malling B.C
Gibson Building
Gibson Drive
Kings Hill
West Malling
Kent, ME19 4LZ



HOW TO CONTACT US

Phone:
01732 876338
Lines open: 08:30 – 17:00 Mon – Fri

Minicom:
01732 874958 (text only)

E-mail: financial.services@tmbc.gov.uk

Or visit our offices at Kings Hill, West Malling or
Tonbridge Castle (open 8:30 – 17:00 Mon – Fri)